



MEMORANDUM

Library Project

Date: March 16, 2004
 To: Honorable Mayor and City Council
 Through: Tom Wilson, City Manager
 From: Greg Armendariz, Asst City Engineer; Mark Rogge, Library Project Manager
 Subject: Attachment to Council Agenda: Review Library Project Progress Report

Draft RFP

Staff is in the process of drafting Requests For Proposals (RFP) for the architectural design of the library building and Midtown parking garage. The RFP is based on the Council approved Library Needs Assessment and Library Building Program. The RFP document is also being revised, drawing upon the experience from the construction of the City Main Fire Station, Sports Center and City Hall. Staff is also benchmarking the City's RFP against RFP's issued by other cities and jurisdictions on similar work. Staff is also working with the City Attorney to review the RFP and the consultant contract language from a legal perspective. The revised RFP and contract thus, contains several new provisions, which are intended to commit the designer to provide quality work-products and services, on time and within budget. Some of the highlights of the draft RFP include:

- More detailed definition of workscope and workproducts;
- Time schedule and milestone contractual commitments from the designer;
- Defined completeness of design workproducts;
- "Design to budget" requirements and checkpoints;
- Design staffing commitments requirements – cradle to grave;
- Defines Designer responsiveness requirements for construction support;

Project staff will be presenting the Library Subcommittee with the draft RFP at the March 23, 2004 meeting. Based on revisions and additional direction obtained from the Subcommittee, it is anticipated that the RFP will be presented to the Council for approval and authorization to issue the RFP in April/May.

Relocation of Main Street Public Works Corp Yard

Plans are being developed to prepare the north portion of the Main Sewage Pump Station site for the new Public Works Corp. Yard. The first phase consists of demolition of abandoned sewage treatment facilities. This work is anticipated in the fall of this year. This work is essential to relocate and clear the current Corp. Yard on the new Library site.

CEQA Studies

The environmental process for the library project is underway. A draft environmental document will be ready for City review next month. This will be followed by a public review process including a public hearing by mid to late summer. This environmental process

includes the improvements at the Main Sewage Pump Station for the planned relocation of the Main Street Public Works Corp Yard.

Utilities

Work is continuing with PG&E, Comcast, and SBC to relocate and/or underground their respective utilities. In addition, engineering work is also underway to design the relocation and upsizing of City owned utilities: water, storm and sewer. Utility engineering work is expected to continue through the end of this year and construction to begin early next year, well ahead of any building or garage work. Staff is coordinating this work with the Apton Plaza developer.